



# **EXPRESSION OF INTEREST**

## **EOI: 03/2022**

### **REPAIR WORKS**

### **VATUNIBALE OFFICE**

### **LABASA**

**LAND TRANSPORT AUTHORITY**

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## PURPOSE OF EXPRESSION OF INTEREST

The Land Transport Authority (LTA) is striving to improve and standardize all its offices to local regulatory and ISO 9001 International Standards and expand its services throughout the country, in order to deliver high quality customer services, improve staff productivity and efficiency towards customer service and also provide a safe working environment for both its customers and staff.

Taking this into consideration the Authority is seeking Expression of interest (EOI) from construction companies to carry out the repair works for that was caused during the recent cyclone.

## PROCUREMENT TIMETABLE

It is proposed that the following procurement timetable shall apply. LTA will strive to adhere to this timetable but reserves the right to vary dates whenever necessary.

Date	Task
16 <sup>th</sup> October 2021 & 23 <sup>rd</sup> October 2021	Advertisement
29 <sup>th</sup> October 2021, 4pm	EOI closing date and time
12 <sup>th</sup> November 2021	Completion of approval process
26 <sup>th</sup> November 2021	Contract Signing

Where this timetable varies significantly, LTA will notify prospective bidders.

## LODGEMENT OF EOI

EOI's must be lodged by **4:00pm Fiji Time on Friday, 29<sup>th</sup> October 2021**. EOI should be in a sealed envelope, marked and delivered as follows:

**Management Tender Committee**  
**EOI 03/2022 – Repair Works (Vatunibale Office, Labasa)**  
**P.O. Box 6677**  
**Land Transport Authority**  
**Lot 1 Daniva Road, Valelevu,**  
**Nasinu, Fiji**

## **LATE SUBMISSION**

EOI's lodged after the EOI closing date/time will be deemed late and will not be considered.

## **QUALIFICATIONS**

### **1.0 Basic Business Compulsory Requirements**

- I. Company Profile
- II. Valid Business Registration Certificate
- III. Valid Business Digital License
- IV. Company's OHS Policy
- V. Valid Tax Compliance Certificate
- VI. Valid FPNP Compliance Certificate
- VII. All risk Insurance \$1m
- VIII. Workman Compensation \$1m

*It is mandatory for the bidder to provide all the requirements listed under (I –VIII) above in order for their bid to be considered for further assessment. Any bidder who does not meet the 100% requirement as per the above list, their submission would NOT BE CONSIDERED for further assessment.*

EOI will be assessed on the basis of best value for money consistent with the procurement policies and guidelines applicable to this EOI. In particular, the EOI will be assessed against the following evaluation criteria (in no particular order):

- |  |     |
|--|-----|
| a) Firm Structure & Organization and Project Appreciation; | 20% |
| b) Proposed Methodology & Relevant Company Experience;     | 30% |
| c) Proposed Resources / Project Personnel; and             | 20% |
| d) Construction Fee  | 30% |

### **2.0 Acceptance of EOI**

Given the importance and complexity of the EOI, the Client shall not be bound to accept the lowest fee or any EOI. Bidders/Proponents are required to follow the guidelines for preparation of EOI as listed below.

## **Submission Requirements**

### **1.0 Firm Structure, Organization and Project Appreciation**

Provide number of personnel working in your Firm and personnel proposed to work on this Project with attached Curriculum Vitae (CVs). Detail your understanding of the Project and the particular key issues and constraints associated with the EOI. Provide particular comments regarding the Project programme and cost constraints.

### **2.0 Proposed Methodology & Relevant Company Experience**

Outline methodology to address any issues or constraints. Indicate any value adding that your Firm will bring to the EOI. Given the time constraints for the preparation of submissions, bullet points will be acceptable, together with key examples of cost and time control tools used on similar EOI's.

Outline your Firm's relevant Project experience, with particular reference to ability to execute multiple Projects or similar and in addition heritage listed buildings. Post-Construction maintenance and operational cost for facilities reflect future cost savings on periodic maintenance and operational cost, and gives opportunity for growth in provisions of academic or physical activity provisions, hence ability towards innovative design would be an advantage.

### **3.0 Proposed Resources / Project Personnel**

Provide relevant details of (and attach CVs for):

- a) Proposed Sub-Consultant/s [if required]
- b) Proposed Supplier / Contractor
- c) Proposed Director in active charge who will be acting as Project Manager
- d) Proposed Technical support personnel
- e) Proposed support personnel
- f) Details should include relevant experience, proposed role statements and an organizational chart for your team showing links to the Client via the Project Manager and Builders. Please concentrate on relevancy of information and be concise.

### **4.0 Construction Fee**

Provide Lump Sum Fee, provide listing for various stages of claims from Initiation Stage to Final Completion Date (after Defects Liability Period) and disbursements. Clearly state rates for day works for construction where possible labour and material.

## EOI SPECIFICATIONS

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### SCOPE

Below are the requirements, which are to be submitted by the respective bidders or Companies:

- I. Change floor rug in BM's Office and also waterproof wall for water seepage;
- II. Supply and install proper "V" concrete drain at the side of the main building near water tank;
- III. Damage timber in the walk way to be replaced, allow to match existing;
- IV. Part of damage walkway roof to be replaced, allow to match existing;
- V. Allow to replace all the damaged material in the walkway with new to match existing;
- VI. Remove all fallen debris along the fence;
- VII. Supply and install chain-link, NO. 8 wire and post for fence where damaged to match existing;
- VIII. Make good to all damage;
- IX. Allow to protect existing from damages during construction;
- X. The bidder to physically inspect the site prior to submitting EOI;
- XI. The bidder to provide measurement for the works required;
- XII. The bidder to provide price including labor, materials, equipment's and machinery required for the work;
- XIII. The bidder to provide work program as this office is operational;
- XIV. Prior arrangement for inspection to be made with BM Labasa Mr. Sevuloni Waituruturu on 9983732;
- XV. LTA reserves the right to award fully or part of works as required to successful bidder;
- XVI. The quotation to be valid for 6months;
- XVII. The selected bidder will be responsible to carry out works as per LTA's pandemic protocols that is the workers of the selected bidder should be vaccinated, have proper PPE, have care Fiji app on phone, must wear facial mask, sanitize all the materials / tools / machines / personnel engaged in the works on site and sanitize all the used entry and exists after working;
- XVIII. LTA reserves the right to accept and reject any quotations submitted; and
- XIX. Bidders must treat all document and information provided by LTA as confidential.

## EVALUATION CRITERIA

CRITERIA	WEIGHTING %
<b>A. Firm Structure, Organization and Project</b>	<b>20%</b>
1. Company Registration Number	2%
2. Tax ID No	2%
3. Contact Person	2%
4. Telephone / Mobile #	2%
5. Email Address	2%
6. Description of Company	2%
7. Number of years' experience as General Contractor in Fiji	2%
8. Organisation Chart	2%
9. Detail your understanding of the Project and the particular key issues and constraints associated with the Project.	2%
10. Provide particular comments regarding the Project programme and cost constraints.	2%
<b>B. Proposed Methodology &amp; Relevant Company Experience</b>	<b>30%</b>
1. Proposed Methodology, Relevant Company Experience	10%
2. Indicate any value adding that your firm will bring to the Project	5%
3. Relevant Project experience, with particular reference to ability to execute multiple projects or similar and in addition heritage listed buildings.	10%
4. Post Construction maintenance and operational cost for facilities reflect future cost savings on periodic maintenance and operational cost. Give opportunity for growth in provisions of academic or physical activity provisions, hence ability towards innovative design would be an advantage.	5%
<b>C. Proposed Resources / Project Personnel</b>	<b>20%</b>
1. Proposed Sub-Consultant/s	2%
2. Proposed Supplier	2%
3. Proposed Director in active charge who will be acting as Project Manager	2%
4. Proposed Technical support personnel	2%
5. Proposed support personnel	2%
6. Personnel Details should include relevant experience, proposed role statements and an organizational chart for your team showing links to the Client via the Project Manager and Builders. Please concentrate on relevancy of information and be concise.	8%
7. Machinery, equipment's and fleet	2%
<b>E. Construction Fee</b>	<b>30%</b>
1. Provide Lump Sum fee	6%
2. Proposal listing various stages of claims from project	6%
3. Initiation stage to Final Completion date / Total Duration for Project Implementation	6%
4. Site Assessment	6%
5. Construction/Project Management	6%

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